

ADMINISTRATIVE ORDER NO. 53-05-03-F
of the
City Manager of the City of Eugene

**ADOPTION OF CITY RENTAL HOUSING CODE
REGISTRATION AND APPEAL FEES.**

The City Manager of the City of Eugene finds as follows:

A. Section 2.020 of the Eugene, Code, 1971 (“EC”) authorizes the City Manager to determine and set fees and charges to be imposed by the City for services, goods, use of municipal property, and licenses and permits. In addition, EC Section 8.440 specifically authorizes the City Manager to adopt fees for administration of the City’s Rental Housing Code set forth in EC Sections 8.400 through 8.440.

B. In accordance with the procedures set forth in paragraph A above, on April 27, 2005, I issued Administrative Order No. 53-05-03, and notified the Mayor and City Councilors that I intended to adopt the City Rental Housing Code Registration and Appeal Fee Schedule as set forth in Exhibit A attached to that Order. Adoption of the fee schedule is necessary because the City’s Rental Housing Code imposes registration requirements and provides an appeal procedure with respect to notices and orders issued by the City and, therefore, registration and appeal fees must be established.

C. Notice was also posted at two locations at City Hall, and published in the Register-Guard, a newspaper of general circulation within the City, on May 2, 2005, and made available for inspection by interested persons at the offices of the Planning & Development Department, Building & Permit Services Division, 99 West 10th Avenue, Eugene, Oregon 97401, during normal business hours (1:00 p.m. to 5:00 p.m., Monday through Friday, exclusive of holidays). One written comment was received to which I make the following finding:

Comment: A letter dated May 31, 2005, was received from Jon Tronrud of the Rental Owners Association who commented that the late fee for non-payment of the annual per unit assessment should be capped at \$60 per year per unit; and that the cost for a landlord to appeal a notice and order should be affordable and suggested the appeal fee be lowered to \$50.

Finding. Proposed late fee is \$20 for every month the annual fees are not paid by the date specified in the payment notice. The late fee is not calculated on a per dwelling basis, but instead is imposed for every month the annual fees are not paid, therefore the maximum late fee is \$240 annually. The Rental Housing Code fees are established pursuant to Council directive that costs for providing services be recovered, and the \$20 monthly late fee and the \$250 appeal fee are necessary to recover administrative costs. Therefore, no changes are being made as a result of this comment.

D. I find that the City Rental Housing Code Registration and Appeal Fees should be

adopted as proposed. In determining the fees, I have considered the applicable policies, enactments and directives of the City Council, the amount charged for these services by the City in the past, the full costs of providing these services supported by the fees, the amounts charged by other comparable providers, and the revenue needs of the City as determined by the adopted City budget.

On the basis of these findings, I order that:

The fees set forth in Exhibit A are the fees to be charged for the services set forth therein as of the effective date of this Order.

Dated and effective this ____ day of July, 2005.

Dennis M. Taylor
City Manager